

**657—15.3(155A) Pharmacist in charge.** One professionally competent, legally qualified pharmacist in charge in each pharmacy shall be responsible for, at a minimum, the following:

1. Ensuring that the pharmacy utilizes an ongoing, systematic program for achieving performance improvement and ensuring the quality of pharmaceutical services;
2. Ensuring that the pharmacy employs an adequate number of qualified personnel commensurate with the size and scope of services provided by the pharmacy;
3. Ensuring that a quarterly inspection of all pharmaceuticals located at the correctional facility including emergency and provisional stocks located outside the confines of the pharmacy is completed and documented;
4. Ensuring the availability of any equipment and references necessary for the particular practice of pharmacy;
5. Preparing a written operations manual governing pharmacy functions; periodically reviewing and revising those policies and procedures to reflect changes in processes, organization, and other pharmacy functions; ensuring that policies and procedures are consistent with board rules and the policies and rules of the department relating to pharmaceutical services; and ensuring that all pharmacy personnel are familiar with the contents of the manual;
6. Ensuring that a pharmacist performs prospective drug use reviews as specified in rule 657—8.21(155A);
7. Ensuring that a pharmacist provides drug information to other health professionals, to other caregivers, and to patients as required or requested;
8. Dispensing drugs to patients, including the packaging, preparation, compounding, and labeling functions performed by pharmacy personnel;
9. Delivering drugs to the patient or the patient's agent;
10. Ensuring that patient medication records are maintained as specified in rule 15.8(124,126,155A);
11. Training pharmacy technicians and supportive personnel;
12. Establishing policies for the procurement and storage of prescription drugs and devices and other products dispensed from the pharmacy;
13. Disposing of and distributing drugs from the pharmacy;
14. Maintaining records of all transactions of the pharmacy necessary to maintain accurate control over and accountability for all drugs as required by applicable state and federal laws, rules, and regulations;
15. Establishing and maintaining effective controls against the theft or diversion of prescription drugs and records for such drugs;
16. Ensuring the legal operation of the pharmacy, including meeting all inspection and other requirements of state and federal laws, rules, and regulations governing the practice of pharmacy.